

Group Accountant role - October 2019

Reporting to the group financial controller, this is an extremely broad role, with a mixture of reporting, budgeting and forecasting & business partnering with the schools / regional heads of schools.

Role Purpose

Liaise, support and advise overseas school accounting staff to ensure they are adequately supported by Head Office.

Review and challenge the monthly management accounts analysing, correcting and improving output from the schools and connecting these to the underlying drivers in the businesses :-

- Profit and Loss account by site
- Balance sheet by entity
- Cash flow historic actual and forecast
- Convert to GBP at appropriate rates
- Analyse Variances - assist with business improvement implementations
- Assist the Group Financial Controller with consolidation P&L, B/S & Cash Flows
- Assist with P&L reforecasts
- Assist with budget collation and review
- Credit control review of outstanding debtors

Review and sample check key Control Reports:

- Fees and Debtors;
- Pupil number reports and forecasts;
- Payroll;
- Cash and Bank

Ensure compliance with controls.

Agree inter-company balances.

Assist with New school financial control processes and monitoring.

Input into the budgeting process, using proven drivers to develop robust budgets

Assist with group fund raising data analysis.

Assist with developing the new group MIS developing reporting and tying into accounting information

Contribute to the monthly finance meeting with Headmasters / bursars in reviewing school performance.

Other Ad Hoc reporting and analysis

Person Specification

A qualified accountant (ACA,ACMA, ACCA) with at least 2 years PQE.
Calm and logical when faced with solving unknown problems
Think outside the box
Accepting of a pioneering approach to higher risk locations.
Tenacity
Manage fluctuation workload and own time
Self motivated
Flexible
Attention to Detail
Enthusiastic & committed
Willingness to learn about new countries cultures and accounting methods

Desirable but not essential

Experience of working in the education sector
Experience of working with multiple foreign currencies

Skills

Excellent Excel Pivot tables, filters, Macros
Proficient at Word & Powerpoint.
Generally above average computer literacy.
Extensive management accounting experience matching the job role.

About Orbital Education

Orbital Education is a private equity backed owner or operator of 10 international schools, located in some of the most beautiful and culturally rich cities across the world. The schools cater for students between the ages of 3 and 18 years. All follow a British model of education, leading to internationally recognised qualifications, with enhancements to suit the internationally diverse student population in each location.

Our schools cater mainly for the families of expatriate families, but we also welcome local families, who prefer to have their children educated in an international setting where the curriculum is delivered in English.

Orbital is growing rapidly and the company's achievements have recently been recognised winning a Queen's award for International Trade, listed in the Sunday Times International Top Track 200 and the London Stock Exchange's 1,000 companies to inspire Britain in the last 12 months.

Please note that the successful applicant will be required to consent to Orbital Education conducting an enhanced DBS check on them, since the role may come in contact with children.